

# \*\*\* CAREER OPPORTUNITY \*\*\*



## UNITED STATES DISTRICT COURT EASTERN DISTRICT OF ARKANSAS

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Position Title:	Law Clerk to U.S. District Judge
Location:	Little Rock Office - Announcement # 06-J02
Closing Date:	9/15/2006
	Applications Accepted Beginning 9/05/2006
	Interviews Conducted Beginning 9/21/2006
Starting Salary/Range:	JSP Grade 11/01(\$51,972)
Tour of Duty:	Full-Time, Two-Year Term to begin August 2007

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**Position Overview:** The United States District Court for the Eastern District of Arkansas has a position open for a law clerk to a United States District Judge. A law clerk to a U. S. District Court Judge performs substantive review, research and writing and is responsible for preparing orders, drafting opinions, and making recommendations for the Judge addressing a variety of topics in both civil and criminal litigation. There is a daily interaction with the Judge concerning legal and court-related issues. Appointment longevity is to be determined at the sole discretion of the judge.

**Qualifications:** To qualify for the position of law clerk a person must be a graduate of an accredited law school, have excellent academic credits, possess superior legal research, and writing skills, and be proficient in computer-assisted research, Windows, and WordPerfect. Class work in the top ten percent preferred.

The selected candidate must successfully complete a background check as a condition of employment. Only the most qualified applicants will be interviewed. This position is subject to mandatory EFT participation for payment of net pay. To apply, submit cover letter, resume, recent writing sample, law school transcript and two letters of references to:

**United States District Court #06-J02 JLH  
600 West Capitol, Suite 360  
Little Rock, AR 72201-3325**

\*\*\*\* The Court is an Equal Opportunity Employer \*\*\*\*

July 3, 2006

Announcement #06-J02 JLH